



Q1. Section 3.0, Page 15, ALABAMA EDUCATIONAL ASSISTANCE PROGRAMS, second paragraph, first sentence states, "For ETVP, there is a 20% match requirement for this procurement."

Q1: Is vendor required to match the tuition and required fees to youth in addition to matching the service component?

R1. No. The 20% match is required related to ETV Award granted to the Agency. There is no match requirement related to Fostering Hope Scholarships, FHS.

Q2. Section 3.1, Page 15, PARTICIPANT ELIGIBILITY REQUIREMENTS, Item A, sixth sentence includes, "...satisfactory progress toward completion of their course of study."

Q1: Please define "satisfactory progress toward completion of their course of study."

Q2: What are the minimum hours of class enrollment, per semester, required of youth in order to maintain participant eligibility?

R2. R1. For ETV, Satisfactory Academic Progress (SAP) is determined by the college or university where the youth is enrolled. All eligible youth must be a student in good standing with their respective colleges and universities. For FHS, funding is addressed in partnership with Alabama State Fostering Hope Mentors.

R2. Youth can attend school on either a full-time or part-time basis. Funding is awarded in regards to size of case load.

Q3. Section 3.1, Page 16, PARTICIPANT ELIGIBILITY REQUIREMENTS, Item F states, "To continue eligibility for FHS after the first year, students must complete annual volunteer requirements of 50 hours per semester or 100 hours per calendar year, or are required to work 5 hours per week."

Q1: What is the Department's existing framework for collection and management of this data, and enforcement of this requirement with participants?

Q2: If vendor is required to collect and manage this requirement directly with youth participants, please provide the following information:

a. Who identifies and approves participant volunteer opportunities?



- b. Who identifies and approves participant employment opportunities?
- c. How do participants report their volunteer and/or work hours to vendor?
- d. What are the consequences for participants that fail to meet this requirement?
- e. Who enforces these consequences?
- f. What are vendor's reporting obligations under this Item?
- g. Is there a financial penalty to participant and/or vendor if participant fails to meet this requirement?
- h. If (g) is "yes," then please provide the details of all penalties.

R3. R1. The vendor is responsible for the collection and management of volunteer data.

- a. Youth would identify their own volunteer opportunity in partnership with the vendor and FHS mentors who will approve volunteer services.
- b. Youth would be required to demonstrate their employment hours per policy requirements
- c. Vendor would establish reporting process through application portal.
- d. Youth would simply not receive funding prior to demonstrating compliance with volunteer requirements per year
- e. Vendor will report non-compliance.
- f. Vendor would partner with the Department to make information readily available so FH mentors can provide support where needed to youth.
- g. No, youth would just not receiving funding pending completion of required hours.
- h. N/A

Q4. Section 3.2.1, Page 16, ADMINISTRATIVE SERVICES, Item A states, "On-line processing of applications for both programs annually...Vendor will need to have capability to accept online applications beginning January 1st for the next school year."

Q1: Will the Department provide vendor with access and support to the existing on-line application software or portal immediately upon announcement of vendor selection?



Q2: Please describe any cost(s) to vendor in connection with establishing access to the existing on-line application software or portal and associated technical support.

R4. R1. No, the current portal is owned by current vendor.

R2. Vendor would be responsible for establishing cost and a new vendor would need to develop their own portal with technical support.

Q5. Section 3.2.1, Page 16, ADMINISTRATIVE SERVICES

Q1: What is the average or estimated number of Alabama youth that are eligible to apply for FHS benefits each year?

Q2: What is the number of Alabama youth that are actively receiving FHS benefits each year?

Q3: What is the average or estimated number of Alabama youth that are eligible for ETV funding each year?

Q4: What is the number of Alabama youth that are actively receiving ETV benefits each year?

R5. R1. Over 1000 youth are eligible annually.

R2. At this time, the Department has received 267 applications, have funded 160 students and still have 54 applications in progress

R3. Over 1000 youth are eligible annually.

R4. At this time, the Department has received 257 applications, have funded 111 students and still have 70 applications in progress

Q6. Section 3.2.7, Page 19, MINIMUM EMPLOYEE QUALIFICATIONS, Item B

states, "Two years of full-time experience working with youths represented in the foster care system."

Q1: A large portion of this project's requirements will involve highly technical financial management and accounting/bookkeeping experience exclusive of the direct services required under the RFP. Would the Department revise this item to state that experience working with youths represented in the foster care system is PREFERRED but not mandatory?

R6. No.

Q7. Section 4.2, Page 20, PROPOSAL FORMAT, first sentence states, "Proposals must not exceed one hundred (100) pages, including



attachments..." and Section 4.2.5.2, Page 22, **VENDOR FINANCIAL STABILITY**, first sentence states, "Vendor must submit an audited financial statement for year 2016 and letters from the auditor(s) who performed the 2015 and 2014 financial audits" and **ATTACHMENTS Section 4.2.5.5.4**, Page 24, E-verify Memorandum of Understanding (MOU) states, "The Certificate of Compliance must be followed by a copy of the E-verify MOU. All proposals must include the E-verify MOU."

This vendor's 2016 audited financial statement plus auditors' letters from 2015 and 2014 total thirty (30) pages and this vendor's E-verify MOU totals seventeen pages (17) so that just these attachments equal forty-seven (47) pages before the other required attachments are added. The attachment pages will total over one-half of the allowed 100 pages under Section 4.2, which presents an unduly restrictive specification under Section 1.5 **REQUIRED REVIEW**, Section 1.5.1, Page 8, **REVIEW RFP**. This vendor submits, on behalf of all applicants, that the aggregate total number of required attachment pages is so restrictive that it will limit any vendor's ability to submit a comprehensive response to this RFP within the 100-page allowance that includes the required attachments.

Q1: Will the Department allow all applicants to submit the required attachment pages, if necessary, in addition to the 100-page proposal format limitation, so long as the narrative and cost proposal response portion of each vendor's submission does not exceed 100 pages?

R7. Please review Amendment 1 on the department's website.